



CALIFORNIA ASSOCIATION OF CRIMINALISTS

POLICY STATEMENT

Number: 17-001

Title: Full Member Seminar Lottery

Date Approved: 09/26/2017

Related to By-Laws/Policy Statement number: 13-003

Purpose of this Policy Statement:

The Board of Directors has decided to create and administer a seminar lottery in order to reward a Full Member of the California Association of Criminalists for their membership and to help fund the recipient's attendance at a CAC seminar.

Detailed Policy:

As laboratories are often unable to financially support attendance at the biannual CAC seminars of their technical staff, the Board of Directors has created a "Full Member Seminar Lottery."

In order to participate in this lottery, CAC members must:

1. Be classified as a Full Member of the CAC prior to entering the lottery.
2. Login to their online CAC account during the current seminar's entry period, navigate to the "View profile" screen, and click on "Edit profile". Check the box entitled "Enter [Season/Year] Seminar Lottery" (where [Season/Year] would be something similar to "Spring 2013"). Press "Save".
3. While logged into their online account, confirm their mailing address and other contact information.
4. Agree that the recipient must pay for their seminar expenses (including travel, lodging, & registration) in advance and request reimbursement after the conclusion of the seminar.
5. Understand that the above qualifying expenses will be reimbursed up to \$1,000.00.
6. Not be a member of the current CAC Board of Directors

The entry period for the upcoming seminar's lottery would be from approximately one week after the last seminar until 60 days prior to the upcoming seminar.

The recipient will be chosen by computer, at random, from all of the Full Members who have entered the lottery by the specified date (referenced above). The recipient will be notified immediately by a member of the Awards Committee and their name will be published in both the CACNews and a subsequent email to the membership.

Understanding that court dates, and other time-sensitive/unforeseen emergencies may make it impossible for the recipient to attend, this prize is transferrable to another Full Member of the recipient's choosing for the same seminar.

Definitions: N/A

Revision Details: Added specific instructions on online procedures. Transferred the responsibility of notifying the award recipient to the Awards Committee.

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Board of Directors at Approval:

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